



*City of Alexandria, Virginia*  
*Department of Planning & Zoning*

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**SPECIAL USE PERMIT CERTIFICATE**

Article XI, Division A, Section 11-510 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia requires that you display this Special Use Permit in a conspicuous and publicly accessible place. A copy of the list of conditions associated with the special use permit shall be kept on the premises and made available for examination by the public upon request.

Special Use Permit #2019-0050

Approved by Planning and Zoning: July 12, 2019

Permission is hereby granted to: Billy Klipstein, LLC

to use the premises located at: 605 Prince Street

for the following purpose: see attached report

It is the responsibility of the Special Use Permit holder to adhere to the conditions approved by City Council. The Department of Planning and Zoning will periodically inspect the property to identify compliance with the approved conditions. If any condition is in violation, the permit holder will be cited and issued a ticket. The first violation carries a monetary fine. Continued violations will cause staff to docket the special use permit for review by City Council for possible revocation.

7/12/2019  
Date

Karl Moritz (Signature)  
Karl Moritz, Director  
Department of Planning and Zoning

DATE: July 12, 2019

TO: Tony LaColla  
Division Chief, Land Use Services,  
Department of Planning and Zoning

FROM: Max Ewart  
Urban Planner, Land Use Services,  
Department of Planning and Zoning

SUBJECT: Special Use Permit #2019-0050  
Administrative Review for a Minor Amendment  
Site Use: Apartment Hotel  
Applicant: Billy Klipstein, LLC  
Location: 605 Prince Street  
Zone: CD/Commercial Downtown Zone

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### **Request**

Special Use Permit #2019-0050 is a request for a minor amendment to SUP2018-0110 to increase the gross floor area to address building code issues from a total of 5,340 square feet to a total of 5,607 square feet (Table 1). No additional changes to the current operations are proposed. The business would continue to offer a boutique hotel experience with nine hotel rooms.

Floor	Existing gross ft <sup>2</sup>	Proposed gross ft <sup>2</sup>
Basement	970	1,020
First Floor	1,460	1,529
Second Floor	1,455	1,529
Third Floor	1,455	1,529
Total	5,340	5,607

*Table 1*

### **Background**

The subject property was built in 1840. The property has most recently operated as an office with an accessory residential apartment on an upper floor. There are no instances of zoning complaints at this site. City Council approved SUP2018-0110 for an apartment hotel on February 23, 2019.

### **Parking**

Hotels within the enhanced transit area have a minimum requirement of 0.2 parking spaces per guest room or 1.8 spaces for nine rooms per Section 8-200(A)(5)(a) of the Zoning Ordinance. Pursuant to Section 8-100(A)(9) of the City of Alexandria Zoning Ordinance, nonresidential uses that have a minimum requirement of two spaces or less shall be exempt from providing parking spaces.

### **Community Outreach**

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. In addition, Old Town Civic Association was sent an email notification of the current application. At the City Council Hearing on February 23, an adjacent neighbor asked if there would be any additions. Staff informed the neighbor that if any building additions were to come forward, they would be required to apply for a Special Use Permit which would have a public comment period. Staff informed the adjacent neighbor of this application. Staff has not received any comments from adjacent residents or businesses.

### **Staff Action**

Staff does not object to the increase in gross floor area as it would not have a substantial impact on the surrounding neighborhood and the number of bedrooms that was approved in SUP2018-0110 would remain the same. Section 11-511(A)(2)(b)(i)(e) states that building additions of a previously approved Special Use Permit may be approved through an administratively approved minor amendment given the increase in floor area does not exceed 33%. While the gross floor area is increasing by 5%, the net floor area is decreasing as the majority of the additional space can be excluded from the FAR calculations as defined in Section 2-145 of the Zoning Ordinance. Staff has carried over the conditions from SUP2018-0110.

Staff hereby approves the Special Use Permit request.

### **ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:**

Date: July 12, 2019

Action: Approved

  
Tony LaColla, AICP, Division Chief

Attachments: 1) Special Use Permit Conditions  
2) Department Comments  
3) Statement of Consent

### **CONDITIONS OF SPECIAL USE PERMIT #2019-0050**

The owner is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The Special Use Permit shall be granted to the applicant only or to any other business entity in which the applicant has a controlling interest. (P&Z) (SUP #2018-0110)
2. The applicant shall conduct employee training sessions on an ongoing basis, including part of any employee orientation, to discuss all SUP provisions and requirements. (P&Z) (SUP #2018-0110)
3. Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in closed containers which do not allow invasion by animals. No trash or debris shall be allowed to accumulate on site outside of those containers. (P&Z) (SUP #2018-0110)
4. The applicant shall provide 24-hour staffing and access to a 24-hour phone line to respond to guest complaints and issues that may arise at the hotel. (P&Z) (SUP #2018-0110)
5. The applicant shall provide information about alternative forms of transportation to access the hotel, including but not limited to printed and electronic business promotional material, posting on the hotel website, and other similar methods. Contact Go Alex at [goalex@alexandriava.gov](mailto:goalex@alexandriava.gov) for more information about available resources. (T&ES) (SUP #2018-0110)
6. The applicant shall encourage hotel guests to park off-street through the provision of information about nearby garages on the hotel's website. (T&ES) (SUP #2018-0110)
7. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES) (SUP #2018-0110)
8. The applicant shall control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES) (SUP #2018-0110)
9. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (P&Z) (SUP #2018-0110)
10. The use shall comply with the City's noise ordinance. (T&ES) (SUP #2018-0110)

11. **CONDITION AMENDED BY STAFF:** The Director of Planning and Zoning shall review the special use permit after it has been operational for one year, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the Director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c) the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z) (~~SUP #2018-0110~~)

## CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

### Transportation & Environmental Services:

No Comments received.

### Code Enforcement:

No comments received.

### Health Department:

No comments received.

### Parks and Recreation:

No comments received.

### Police Department:

No comments received.

### Fire:

No comments received.

## STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2019-0050. The undersigned also hereby agrees to obtain all applicable licenses and permits required for a restaurant use at 605 Prince Street.

  
Applicant – Signature

7/19/2019  
Date

JOSHUA HOFFMAN  
Applicant – Printed

7/19/2019  
Date